



## CLETS MISUSE INVESTIGATION REPORTING

Calendar Year \_\_\_\_\_

**Regardless of whether your agency had any reported misuse, submit this form by February 1 of each year for the previous calendar year. Include the number of investigations performed related to CLETS misuse and include any disciplinary action taken, if applicable.**

Agency Name \_\_\_\_\_

Address \_\_\_\_\_

Person Completing Form \_\_\_\_\_

Telephone Number \_\_\_\_\_ County \_\_\_\_\_

1. Total number of investigations performed related to CLETS misuse:
- a. Pending \_\_\_\_\_ + b. Closed \_\_\_\_\_ = Total Performed \_\_\_\_\_  
(1a + 1b = 2a + 2b + 2c)
2. Of the total number of investigations performed, how many originated from:
- a. Private citizen complaints \_\_\_\_\_
- b. Internal within your department \_\_\_\_\_
- c. From another agency \_\_\_\_\_
3. Number of each type of action taken on misuse violations:
- a. No action taken \_\_\_\_\_
- b. Administrative action:
- |                   |                   |                  |
|-------------------|-------------------|------------------|
| Counsel _____     | Reprimand _____   | Suspension _____ |
| Resignation _____ | Termination _____ | Other _____      |
- c. Criminal complaints filed:
- |                  |                   |              |
|------------------|-------------------|--------------|
| Infraction _____ | Misdemeanor _____ | Felony _____ |
|------------------|-------------------|--------------|
- d. Number of convictions from criminal complaints filed:
- |                  |                   |              |
|------------------|-------------------|--------------|
| Infraction _____ | Misdemeanor _____ | Felony _____ |
| Unknown _____    |                   |              |
4. Total misuse violations found from investigations: \_\_\_\_\_  
(3a + 3b + 3c + 3d)

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